53.301-44 Standard Form 44, Purchase Order-Invoice-Voucher.

U.S. GOVERNMENT

PURCHASE ORDER—INVOICE—VOUCHER

Anyone who finds his booklet, please notify:

OFFICE:

TELEPHONE NUMBER:

NSN 7540-01-152-8068 PREVIOUS EDITION USABLE 44-108 STANDARD FORM 44 (Rev. 10-83) PRESCRIBED BY GSA, FAR (48 CFR) 53.213(c)

48 CFR Ch. 1 (10-1-14 Edition)

INSTRUCTIONS

(This form is for afficial Government use only)

1. Filling in the Form

(a) All copies of the form must be legible. To insure legibility, indelible pencil or ball-point pen should be used. SELLER'S NAME AND ADDRESS MUST BE PRINTED.

(b) Items ordered will be individually listed. General descriptions such as "hardware" are not acceptable. Show discount terms.

projet reference or other identifying de-space captioned "PURPOSE." Also, enter lang information, if known. (c) Enter

Copy Vo an attachment where for use as the invoice or as

Copy N for use as a record of the order.

Copy No.

ansactions where de-receiving report sec-(1) On livery has be tion and forw ne proper administrative office.

(2) On other than complete over-the-counter transactions, forward this deby to location specified for delivery. (Upon delivery receiving report section is to be completed and this copy then forwarded the consequence definishing only then forwarded to the proper adminis

Copy No. 4-Retain otherwise

(a) Enter the amount of the paid and obtain seller's signature in the space provided in the Seller section of Copy No. 1. If seller prefers to provide a commercial cash receipt, attach it to Copy No. 1 and check the "paid in cash" block at the bottom of the form.

(b) Distribution of copies when payment is by cash is the same as described above, except that Copy No. 1 is rotained by Government representative when cash payment is made. Copy No. 1 is used thereafter in accordance with agency instructions pertaining to handling receipts for cash payment.

U.S. GOVERNMENT

DATE OF ORDER	-INVO	UL-	VOUCH	<u> </u>
PRINT NAME AND ADDRESS OF SELLER (Number, 2	street, City, and	State)*		
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FURNISH SUPPLIES OR SERVICES TO (Name and as	idress)*			
SUPPLIES OR SERVICES	q	UANTITY	UNIT PRICE	AMOUNT
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AGENCY NAME AND BILLING ADDRESS*		$\overline{}$		
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ORDERED BY (Signature and title)	~_	_		
PURPOSE AND ACCOUNTING DATA		7-	1	
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SELLER—Please re PRYNKIT \$ NO FURTHER INVO	ed instructio	ens on Co	DATE DATE DATE	items
SELLER—Please re PRYNKIT RECOVED NO FURTHER INVO SKILLE NO FURTHER INVO SKILLE BY (Signature) (certify, that this account is correct and proper for payment in the amount of	PAYM REQUI	ens on Co	DATE DPY 2	items
SELLER—Please re SELLER—Please re PAYNEN SELLER—Please re RO FURTHER INVO SILIE BY (Signature) L'errify that this account is cornect and proper for popment in the amount of	DIFFERENCES ACCOUNT VI	ERIFIED:	DATE WITTED DATE ORRECT FOR	items
SELLER—Please re PRYNKIT RECOVED NO FURTHER INVO SKILLE NO FURTHER INVO SKILLE BY (Signature) (certify, that this account is correct and proper for payment in the amount of	DIFFERENCES ACCOUNT VI	ERIFIED:	DATE DATE DATE	items

PURCHASE ORDER—INVOICE—VOUCHER PURCHASE ORDER-INVOICE-VOUCHER FURNISH SUPPLIES OR SERVICES TO (Name and address)* FURNISH SUPPLIES OR SERVICES TO (Name and address)* % DAYS DATE INVOICE RECEIVED % DAYS PURPOSE AND ACCOUNTING DATA PURCHASER—To sign below for over-the-counter delivery of items THILE PAYMENT S. .. PAYMENT \$. INSTRUCTIONS TO SELLER After satisfactory identification of the Government representative presenting this purchase order, verify the itemization, including quantity, unit price, amount, total and discount sections. This form is so designed that Copy I may be used as a cash apparent receipt or as your invoice by completing, as appropriate, either the Payment Received or Payment Request blocks and signing the Seller Section. If you would rather submit your own invoice, DO NOT SIGN COPY I, but attach it unsigned to your invoice to expedite verification and processing for payment. 3. RECEIVING REPORT— ACCOUNTING COPY 2. SELLER'S COPY OF ORDER STANDARD FORM 44c (Rev. 10-83) PRESCRIBED BY GSA, FAR (48 CFR) 53.213(c)

53.301-44

48 CFR Ch. 1 (10-1-14 Edition)

U.S. GOVERNMENT	RECORD OF PURCHASES			
PURCHASE ORDER—INVOICE—VOUCHER	ORDER NO	NAME OF CONTRACTOR	DATE OF PURCHASE	AMOUNT
DATE OF ORDER ORDER NO.	NO.		PUNCHASE	
PRINT NAME AND ADDRESS OF SELER (Number Street City, and State)				
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AGENCY NAME AND BILLING ADDRESS*				
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DAYS MOVOICE RECEIVED			4	
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ORDIRED BY (Signature and title)				l
PURPOSE AND ACCOUNTING DATA		رر)	R)	1
PURCHASER—To sign below for over-the-counter delivery of items	1			
RECEIVED BY			 	
TITLE DATE				
SELLER—Please read instructions on Copy 2				
PAYMENT \$ PAYMENT \$				ļ
NO FURTHER INVOICE NEED BE SUBMITTED			1	
SELLER DATE			1	
BY (Signature) REMARKS				
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4. MEMORANDUM COPY (Optional Use) STANDARD FORM 44d (Rev. 10-83) PRESCRIBED BY GSA. FAR (48 CER) 53 213(4)				